



CANNON BUILDING
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BOARD OF PILOT COMMISSIONERS

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RIVER PILOT APPLICATION TO ADVANCE TO A HIGHER CLASS

INSTRUCTIONS

When to Apply for Advancement

If you are a sixth to second class Pilot and you have served in your class for one year, you must apply to advance to the next higher class. You must submit your application and all subsequent documentation at least six weeks in advance of your Pilot Association anniversary date.

Requirements for All Applications

- ☐ Submit completed, signed and notarized [River Pilot Application To Advance To Higher Class](#).
- ☐ Enclose the non-refundable [advancement fee](#) by check or money order made payable to "State of Delaware."
 - Applications submitted without this processing fee will be rejected.
- ☐ Arrange for the Pilot Association to send the Board Office verification of your upgrade eligibility date and a list of vessels that you piloted within the past year.
- ☐ If you have a criminal record, submit a certified copy of your criminal history record from *each* jurisdiction where you have a record.
 - For information on obtaining a Delaware criminal history record, see [State Bureau of Identification](#).
- ☐ If you have never been issued a U.S. Social Security Number (SSN), submit a [Request for Exemption from Social Security Number Requirement](#).

The Privacy Act of 1974, Section 7, requires the following information to be given to all applicants: Applicants for any Delaware professional or occupational license, permit, registration or certificate (other than Gaming permits) are required to provide a U.S. SSN (29 Del. C. §8735(m)). The Division of Professional Regulation uses the SSN primarily to verify identity and safeguard personal information. It may also be used to enforce child support obligation (13 Del. C. §2216) and for other lawful purposes.

IDENTIFYING AND CONTACT INFORMATION

1. Full Name: _____
Last/Family First Middle
2. Other Names Used: ☐ None _____
(Include maiden, prior married, alternative spellings.)
3. Date of Birth (month/day/year): _____ Gender: ☐ Male ☐ Female
4. Current License Class: _____ Current License Number: _____
5. If you have never been issued a U.S. Social Security Number (SSN), submit a [Request for Exemption from Social Security Number Requirement](#).

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6. Mailing Address: _____

City State Zip code
7. Phones: _____ Email: _____ ☐ None
Daytime Evening or cell
8. Have you read the **current** copy of the *Rules of the Nautical Road* within the past year? YES ☐ NO ☐

DISCLOSURES

9. Have you been convicted of or entered a plea of guilty or *nolo contendere* (no contest) to any felony, misdemeanor or any other criminal offense in any jurisdiction since your last renewal? YES ☐ NO ☐ If YES, provide a copy of your criminal history record.
10. Have you had a license to practice suspended, revoked, otherwise disciplined, or under investigation in any jurisdiction since your last renewal in Delaware? YES ☐ NO ☐ If YES, provide an explanation or documentation.
11. Are you now, or have you been, dependent on the use of alcohol, stimulants, or habit-forming drugs since your last renewal in Delaware? YES ☐ NO ☐ If YES, provide a written explanation.

AFFIDAVIT

I, the applicant, being duly sworn according to law, depose and say that the answers above set forth are true to the best of my knowledge and belief and that the application is made for the purpose of inducing the issuance of the license requested. I hereby confirm that I have read and agree to abide by all State of Delaware river pilot laws, regulations, and rules of the nautical road. I agree to cooperate with any investigation initiated by the Delaware Board of Pilot Commissioners including providing relevant documents and personally appearing before the Board and/or its investigators.

Applicant Signature: _____ Date: _____

State of _____ County of _____

Sworn and subscribed to before me this _____ day of _____, 2_____.

Signature of Notary Public: _____

SEAL

My commission expires: _____

APPLICATIONS THAT ARE UNSIGNED, NOT NOTARIZED, INCOMPLETE OR SUBMITTED WITHOUT THE REQUIRED PROCESSING FEE WILL BE REJECTED.